

Date completed	Equipment	Location	Notes	Task	Task desc
5/1/2025	Lift Station #1	30056 WW Hinckley, MN	N/A	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on all phases of motor windings (resistance check) 2. Check for any loose or faulty electrical connections within the control panel(s). 3. Check voltage supply between all phases on the line side of the electrical control panel with pump(s) off. 4. Check voltage supply between all phases on the load side of the electrical control panel with pump(s) off. 5. Check conditions and operation of motor thermal protectors (if so equipped). 6. Check amperage draws on all phases of pump(s) motor(s). 7. Remove pump from lift station for physical inspection. 8. Check conditions of upper shaft seal. 9. Check conditions and operation of leakage detector (if so equipped). 10. Check lower shaft seals. 11. Check for correct shaft rotation. 12. Change oil (if required). 13. Check for worn or loose impeller. 14. Check all impeller wear rings. 15. Check for noisy upper and lower bearings. 16. Check physically for damaged or cut
5/6/2025	Gas Mask	30056 WW Hinckley, MN	okay	Annual PM	Disassemble, clean and inspect per manual.
5/6/2025	WP#2 Alarms	30056 WT Hinckley, MN	okay	Test alarm dialer	Test alarm function and verify communications equipment can reach emergency contact person at your project.
5/7/2025	WP #1 Alarms	30056 WT Hinckley, MN	okay	Test alarm dialer	1. Test alarm function and verify communications equipment can reach emergency contact person at your project.

5/8/2025	Alarms	30056 WW Hinckley, MN	okay	Test alarm dialer	1. Test alarm function and verify communications equipment can reach emergency contact person for the WW Plant at your project. 2. Inspect control floats and clean if necessary at WW Plant.
5/12/2025	Dehumidifier- Well #3	30056 WT Hinckley, MN	okay	Inspection	Check blower belts, tighten all electrical connections. Check and clean drain pan, auxilliary heater, air flow static pressure. Conduct system performance audit.
5/13/2025	Final Clarifier-Walker Process	30056 WW Hinckley, MN	done	Monthly PM	Drain condensation from gearbox(es). Grease drive shaft bearings. Use Mobil synthetic grease.
5/14/2025	Blower- South Digester	30056 WW Hinckley, MN	done done	Service Equipment	Change oil. Tools Required: Synfilm GT oil, 3/8 Wrench
5/14/2025	Trailer Vac	30056 WW Hinckley, MN	N/A	Annual PM	Annual Pre-trip Inspection Check brakes, lights, tire pressure, etc.
5/15/2025	Gas Detector	30056 WW Hinckley, MN	okay	Calibrate Equipment	Run calibration check.
5/15/2025	Lift Station #8	30056 WW Hinckley, MN	okay	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.

5/15/2025	Lift Station #8	30056 WW Hinckley, MN	okay	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/16/2025	UV Disinfection Equipment	30056 WW Hinckley, MN	good	Inspection	<p>heck scc seal. Check channel H2O depth.</p>
5/19/2025	Trailer Jetter	30056 WW Hinckley, MN	N/A	Annual PM	<p>Annual Pre-trip Inspection Check brakes, lights, tire pressure, etc.</p>
5/19/2025	Dehumidifier- Well #3	30056 WT Hinckley, MN	good	Monthly PM	<p>Check and replace air filter if needed. Check for dirty coils.</p>
5/20/2025	Chemical Mixer-Philadelphia	30056 WW Hinckley, MN	out of service	Inspection	<p>Inspect gear box grease. Inspect propeller for rags. Use Mobil synthetic grease.</p>

5/21/2025	Lift Station #7	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
5/21/2025	Lift Station #7	30056 WW Hinckley, MN	okay	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/21/2025	Detention Tank Mixer- Well #3	30056 WT Hinckley, MN	okay	Annual PM	Sealed unit so look for any leaks and overall appearance.

5/22/2025	Generator- Portable	30056 WW Hinckley, MN	good	Inspection	<p>Check over all performance of generator. Check oil, coolant, block heater, hoses, cables, battery charger. Check for leaks. Check battery cells, add distilled water if needed. Run unit under load every other week.</p>
5/22/2025	Generator- Well #3	30056 WT Hinckley, MN	okay	Monthly PM	<p>Check oil, coolant, battery charger, inspect radiator and air filter. 100hrs- check belts, lubricate throttle, choke linkage. 200hrs- change oil, replace fuel filter. (exercise unit every other week under load)</p>
5/23/2025	Lift Station #1	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
5/23/2025	Lift Station #4	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.

5/23/2025	Lift Station #4	30056 WW Hinckley, MN	okay	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/23/2025	Lift Station #6	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.

5/23/2025	Lift Station #6	30056 WW Hinckley, MN	okay	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/26/2025	Lift Station #2	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.

5/26/2025	Lift Station #2	30056 WW Hinckley, MN	okay okay okay	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/26/2025	Lift Station #3	30056 WW Hinckley, MN	okay okay	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
5/26/2025	Gas Mask	30056 WT Hinckley, MN	cleaned	Annual PM	Disassemble, clean and inspect per manual. (At WTP #2)
5/27/2025	Eyewash/Shower	30056 WW Hinckley, MN	Checks Good	Inspection	Inspect eyewash and shower for proper operation.

5/27/2025	Generator- WW	30056 WW Hinckley, MN	Checked fluids, battery, and belts. Checks good	Inspection	Check over all performance of generator. Check oil, coolant, block heater, hoses, cables, battery charger. Check for leaks. Check battery cells, add distilled water if needed. Run unit under load once a month.
5/27/2025	Post Aeration Tank	30056 WW Hinckley, MN	Bled off and exercised	Monthly PM	Bleed air/water off & exercise diffusers. Note Blowers 1 & 2 meter readings in Comment section.
5/27/2025	Scum Pump-Wemco	30056 WW Hinckley, MN	Checks good	Monthly PM	Check floats & walls, clean if necessary.
5/27/2025	FIRE EXTINGUISHERS	30056 WW Hinckley, MN	Checks good	Inspection	Check extinguishers at WWTP, WTP and in vehicles.
5/27/2025	Eyewash/Shower	30056 WT Hinckley, MN	Check Good	Inspection	Inspect eyewash and shower for proper operation. There is 2 eye wash stations. One at each water plant, please check both stations
5/27/2025	Well #4 Dehumidifier	30056 WT Hinckley, MN	Checks Good	Monthly PM	Check air filter & if necessary replace. Ceck coils & air flow.
5/28/2025	Aspirating Aerator #1- Aeromix	30056 WW Hinckley, MN	will be done in June	Service Equipment	Grease unit and inspect couplings, probellar, seals and bearings. Tools Required: Mobil Synthetic
5/28/2025	Aspirating Aerator #2-Aeromix	30056 WW Hinckley, MN	will be done in June	Service Equipment	Grease unit and inspect couplings, probellar, seals and bearings. Tools Required: Mobil Synthetic
5/28/2025	Aspirating Aerator #4- Aeromix	30056 WW Hinckley, MN	will be done in June	Service Equipment	Grease unit and inspect couplings, probellar, seals and bearings. Tools Required: Mobil Synthetic
5/28/2025	Aspirating Aerator #6- Aeromix	30056 WW Hinckley, MN	will be done in June	Service Equipment	Grease unit and inspect couplings, probellar, seals and bearings. Tools Required: Mobil Synthetic
5/28/2025	Aspirating Aerator #8- Aeromix	30056 WW Hinckley, MN	willibe done in June	Service Equipment	Grease unit and inspect couplings, probellar, seals and bearings. Tools Required: Mobil Synthetic

5/28/2025	Final Clarifier-Walker Process	30056 WW Hinckley, MN	change oil	Service Equipment	<p>1. Grease shear pin keyed hub. Use Mobil Synthetic Grease. Need 5/32 allen wrench.</p> <p>2. Change oil in upper gearbox- Uses 600W in winter and 600W Super in summer. Use Mobil SHC 630 or 629.</p>
5/28/2025	Lift Station #3	30056 WW Hinckley, MN	okay	LS Annual PM	<p>1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check).</p> <p>2. Check for any loose or faulty electrical connections within the pump control panel.</p> <p>3. Check voltage supply between all phases on the line side of the electrical control panel</p> <p>4. Check amperage draws on all phases of the pump motor.</p> <p>5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off.</p> <p>6. Check condition and operation of motor thermal protectors (if you equipped).</p> <p>7. Removal of pump from lift station for physical inspection.</p> <p>8. Check condition of upper shaft seals (inspect condition of oil).</p> <p>9. Check condition and operation of leakage detector (if you equipped).</p> <p>10. Check lower shaft seals (inspect condition of oil).</p> <p>11. Change oil (if required).</p> <p>12. Check for worn or loose impeller.</p> <p>13. Check all impeller wear rings</p>

5/28/2025	Lift Station #9	30056 WW Hinckley, MN	the band takes care of this	LS Annual PM	<ol style="list-style-type: none"> 1. Check electrical condition of insulation on power cable and on power cable and on all phases of motor windings (resistance check). 2. Check for any loose or faulty electrical connections within the pump control panel. 3. Check voltage supply between all phases on the line side of the electrical control panel 4. Check amperage draws on all phases of the pump motor. 5. Check voltage between all phases on the load side of the pump control (line side for sing phase), pump off. 6. Check condition and operation of motor thermal protectors (if you equipped). 7. Removal of pump from lift station for physical inspection. 8. Check condition of upper shaft seals (inspect condition of oil). 9. Check condition and operation of leakage detector (if you equipped). 10. Check lower shaft seals (inspect condition of oil). 11. Change oil (if required). 12. Check for worn or loose impeller. 13. Check all impeller wear rings
5/28/2025	North East RAS/WAS Pump	30056 WW Hinckley, MN	grease	Service Equipment	Grease Pump. Tools Required: Mobil Synthetic Grease.
5/28/2025	Northwest RAS/WAS Pump	30056 WW Hinckley, MN	grease	Service Equipment	Grease Pump. Tools Required: Mobil Synthetic Grease.
5/28/2025	South RAS/WAS Pump-Ingersoll	30056 WW Hinckley, MN	grease	Service Equipment	Grease Pump. Tools Required: Mobil Synthetic Grease.

5/29/2025	Lift Station #9	30056 WW Hinckley, MN	okay	LS Monthly PM	<ol style="list-style-type: none">1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.2. Inspect and clean floats.3. If level indicator verify operating properly.4. Inspect overall condition of lift station.
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